



UNITED STATES MARINE CORPS

MARINE FORCES RESERVE
4400 DAUPHINE STREET
NEW ORLEANS, LOUISIANA 70146-5400

IN REPLY TO

ForO 1300.8A

MPR

20 FEB 2004

ORIGINAL

FORCE ORDER 1300.8A

From: Commander, Marine Forces Reserve
To: Distribution List

Subj: RELIEF FOR CAUSE AND GOOD OF THE SERVICE TRANSFER

Ref: (a) MCO P1000.6G
(b) MCO P1326.6D
(c) MCO P1900.16E
(d) MCO P1400.32C
(e) MCO P1610.7E

1. Purpose. To promulgate guidance for the submission of relief for cause and good of the service transfer packages, as discussed in paragraph 3403 of reference (a).

2. Cancellation. ForO 1300.8.

3. Background. Personnel assigned to Marine Forces Reserve (MARFORRES) and subordinate units are normally selected by Headquarters, U.S. Marine Corps. Their selection is based on a review of automated data and information contained on their master brief sheet (fitness reports - sections A and B). Further evaluation and screening should be accomplished in accordance with references (a) thru (e) to determine their qualification for the assignment. It is expected that each member assigned be capable of performing all duties commensurate with their rank and Military Occupational Specialty(s) (MOS), as well as conduct themselves in a manner which precludes their bringing discredit upon themselves, the unit, or the United States Marine Corps.

4. Information

a. There are Marines who for various reasons should not have been assigned, or who should not remain in their assigned duties. In this regard, those personnel should be either processed for transfer, in accordance with paragraph 3403 of reference (a), or considered for separation processing under the appropriate paragraph of reference (c). The Marine Corps does not benefit by transferring Marines from one command to another when the service record book reflects a history of substandard performance or conduct.

b. Members relieved for cause are normally those who have had recent disciplinary problems, or whose performance is not acceptable. Unacceptable performance in relief for cause cases can be the result of technical and/or professional deficiencies. When technical aspects form the exclusive basis for the relief for cause, due consideration should be given to the member's rank, years of experience, professional military education, and background. In addition to processing the individual for relief/transfer, Inspector-Instructors/Site Commanders should also consider the member for administrative reduction in accordance with reference (d). This reduction may be based on either technical or professional incompetence. Relief for cause is derogatory action which adversely affects the member and must be used in those cases where the member, not the Marine Corps, is at fault for the problems being encountered.

c. Marines recommended for good of the service transfers are normally those who, through no fault of their own, cannot accomplish required tasks, who perform unacceptably for the billet in which they are assigned, or those whom the assignment to independent duty has created a financial or humanitarian hardship. Every effort should be made to identify and act upon such cases as early as possible in the Marine's tour of duty.

d. While every effort is made to identify and have a replacement onboard at the earliest practical date, units can usually expect the elapsed time from the date of transfer until a replacement arrives to be 30 to 120 days.

5. Action

a. Commander, MARFORRES must be informed of all officers considered for relief before the relief occurs. If time and circumstances require immediate relief, major subordinate commanders and their subordinate units are authorized to temporarily suspend officers in command or in other duties until final determination is made by the Commander, MARFORRES (COMMARFORRES).

b. Prior to forwarding a relief for cause or good of the service transfer package, notify COMMARFORRES, Manpower via message that the package is forthcoming. In this message info all levels of your chain of command. Include in the message the name, rank, SSN, MOS, billet of the member being processed, and

a brief explanation as to the reasoning for processing. Additionally, if legal action is pending, include estimated timeframe the Marine will be required to remain onboard to complete the action. Relieved officers should have all administrative and disciplinary actions finished before any transfer to another unit or to the Individual Ready Reserve. Once COMMARFORRES approves the relief, the Personnel Officer will then alert appropriate personnel in the assignment branch at Headquarters, U.S. Marine Corps that a replacement for the Marine will be needed in the near future.

c. Forward all relief for cause, or good of the service transfer requests, via the administrative chain of command to Headquarters, U.S. Marine Corps (MMOA for officers, MMEA for enlisted, and RAM-5 for Active Reservists).

d. Ensure that all packages submitted for relief for cause contain at a minimum:

(1) A copy of the change of duty (CD) or change of reporting senior (CH) fitness report (original fitness report should be sent to Headquarters, U.S. Marine Corps in accordance with reference (e)) ensuring that a third officer citing is included as required.

(2) Documentation to support the relief for cause package (e.g., service record book pages 3, 11, 12/UPB, and/or 13). Include in the package all other supporting documentation (e.g., letters of indebtedness, written or letter counseling sheets, or any other documentation that could be pertinent to the individual case).

(3) Statement of the Marine being processed acknowledging the fact that the action is being taken; and the rebuttal statement, or the acknowledgment of the Marine's right to a rebuttal and refusal to do so.

e. Ensure all packages submitted for good of the service transfers contain sufficient documentation to justify the transfer (e.g., applicable service record book pages, financial statements, etc.). Additionally, care should be taken to ensure that a statement is included explaining what circumstances changed since the Marine reported for independent duty or to the Marine Forces Reserve unit.

ForO 1300.8A

6. Reserve Applicability: This order is applicable to the Marine Corps Reserve.

A handwritten signature in dark ink, appearing to read "J. P. Carothers", with a long horizontal stroke extending to the right.

J. P. CAROTHERS
Chief of Staff

DISTRIBUTION: B

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